ÇANKAYA UNIVERSITY
Software Engineering Department

SENG 491 – 492 Project Tracking Form

This form should be used for SENG 491 – 492 by each student to track the project progress throughout the semester. The final signed version should be added to the semester-end report.

Part I. Project Member. To be completed by the Student

Student Number		Signature	
		E-Mail	
Student Name		Mobile	

Part II. Project Information. To be completed by the Student and the Supervisor

Starting Term	☐☐☐☐ / ☐☐☐☐ ☐ Fall ☐ Spring	Project Number	
Project Title			

Part III. Weekly Accomplishments

Meeting No	Date and Time	Work Item Completed	Signature of Student	Signature of Advisor
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

Part IV. Remarks

While developing a project, the following work items must be completed:

1. Problem Definition: A clear definition of your project should be developed first. Project members should discuss in detail the scope of the project with their advisors and the company or institution sponsoring the project.

2. Literature Search: At least three similar projects/tools/applications/etc should be investigated and analyzed. A comparison should be stated. How the selected project will differ from and/or improve the existing projects/tools/applications/etc.

3. Outline and Schedule: An outline of the project and a weekly schedule should be developed.

4. Requirements: A document describing the requirements of the project should be written. This document will describe in detail what the project will do.

5. Design: A document describing design of the project should be written. This document will describe in detail how the project will be implemented. (Architecture, Model, DB Design, UI Design, etc.)

6. Implementation: In this work item, the project will be built. Source code and manuals (user, admin, etc.) should be available.

7. Validation: In this work item, the project should be tested by the project members. The tested product should be delivered to the company or institution sponsoring the project for acceptance.

Note 1: For projects which span two semesters (SENG 491 and SENG 491), the first 5 items should be completed during the first semester.

Note 2: If a project does not fit the development model described above, similar work items should be developed and completed.

Note 3: In order to pass the course, each project member should attend at least 10 meetings each semester.